

SECRET

Approved For Release 2006/11/15 : CIA-RDP75-00399R000100040013-9

REPORTS INVENTORY						CONTROL NO. DDP - 67					
PREPARE IN DUPLICATE											
1. TITLE OF REPORT (if a fill-in report include Form No.) COMPONENT TELEPHONE DIRECTORY						2. TYPE OF REPORT <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>STATISTICAL</td></tr> <tr><td>NARRATIVE</td></tr> <tr><td><input checked="" type="checkbox"/> UNKNOWN SOURCE LISTING</td></tr> </table>		STATISTICAL	NARRATIVE	<input checked="" type="checkbox"/> UNKNOWN SOURCE LISTING	
STATISTICAL											
NARRATIVE											
<input checked="" type="checkbox"/> UNKNOWN SOURCE LISTING											
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		<input checked="" type="checkbox"/>					
		LOGISTICS		SECURITY							
		MEDICAL		FINANCE							
4. NO. OF COPIES PREPARED <div style="border: 1px solid black; width: 40px; height: 20px; margin: 5px 0;"></div>		5. FREQUENCY (weekly, monthly, quarterly, etc.) Variable: Monthly to Quarterly				6. DISTRIBUTION (No. of components not number of copies) 3					
7. FORMAT (memorandum, form computer print-out, etc) Listing		8. ADP PROCESSING <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>YES</td><td>IF YES GIVE ADP PROCESSING NO.</td></tr> <tr><td>NO</td><td></td></tr> </table>				YES	IF YES GIVE ADP PROCESSING NO.	NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT None	
YES	IF YES GIVE ADP PROCESSING NO.										
NO											
10. PREPARING COMPONENT (include lowest level contributing information to report) AF and FE were only reporting components				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)							
12. COST FACTORS											
A. MANUAL PREPARATION AND REVIEW COSTS											
GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED = COST PER YEAR				
B. COSTS OF COMPUTER PRODUCED REPORTS											
TOTAL COSTS PER YEAR						\$1,187.00					
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. <p>Prepared for reference purposes: lists names, location and extensions.</p> <p>The other 13 Directorate components probably have an equivalent but not reported.</p>											
14. FUTURE GOALS											
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>MAN-HOURS</td> <td>DOLLARS</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>		MAN-HOURS	DOLLARS		
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16. DATE OF INVENTORY October 1970		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100040013-9					18. EXTENSION				

SECRET
Classification